Partner: How to program the System Data and Time

Enter the time in 24-hour notation. In this scheme, the hours of the day are 0000 (12 midnight) to 2359 (11:59 p.m.). Since each time must have four digits, use leading zeros when necessary. For example, to set the time to 9:00 a.m., enter **0900**. For 4:45 p.m., enter **1645**.

The time appears on system display phones as a.m. or p.m. (not in 24-hour notation).

This System Programming procedure sets the time that appears on system display phones.

To change the System Time using a display phone at extension 10 or 11:

1. Press **[Feature] [0] [0].**
2. Press **[System Program]** (Left Intercom button).
3. Press **[System Program]** (Left Intercom button).
4. Press **[#] [1] [0] [3].**
5. Enter the time in 24-hour notation. For example, to set the time to 2:15p.m., press **1415.**

A display similar to the following appears:
- System Time
- Data 1415

Note: The time will appear on system display phones as 2:15p.
6. Select another procedure or press **[Feature] [0] [0]** to exit programming mode.

If you encounter problems programming this feature:
- It's possible you are not programming from extension 10 or 11. To determine the extension you are using, press **[Feature] [0] [0].** The display should show "Programming ext. XX".
- You are not using a display phone.
- The Partner phone you are using is on a MERLIN Legend (R7) or MERLIN MAGIX system. How can you determine if this is the case? Pick up the handset and select a line button, Dial **[Feature] [#] [1]**. - If you hear a series of beeps, you are on a Partner system. - If you hear a waive-off (siren) tone, you are on a Legend or MAGIX system.

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